



Cyngor Tref
Rhuddlan
Town Council

Rhuddlan Town Council – Minutes of the meeting on the 9th July 2020

Virtual Meeting during the Covid 19 Restrictions

Present:

Cllr Arwel Roberts (Mayor in the Chair)
Cllr Mike Elgin (Deputy Mayor)
Cllr Reg Davies
Cllr Syd Gaskin
Cllr Andrew Smith
Cllr Bleddyn Williams
Cllr Gareth Rowlands
Cllr Mike Kermode
Cllr Charlotte Frobisher
Cllr Ann Davies
Town Clerk
Clerical Assistant/Minute Clerk

1. Apologies

None

Although members of the public could be invited to join the meeting, and following the guidance, there were no members of the public who had taken up the invitation.

2. Declaration of Interest

Cllr Ann Davies - Planning matters

3. Urgent Items – having been advised to the Mayor 24hrs in advance

The Mayor had been made aware that residents had been creating a “Covid Snake” in the library car park area and invited Cllr Ann Davies to elaborate. Cllr Ann Davies commented that this was a well supported project and she had spoken to Garry Davies DCC Countryside Services to investigate if the town could be part of it. There was no funding available from DCC for this but if the Town Council would support it then Rhuddlan could be included. The cost would be £500. **Resolved.**

Cllr Bleddyn Williams had spoken to the Mayor about a Bike Station project he had seen in Old Colwyn. Although Members thought this was a good project it was not deemed urgent.

It was agreed to investigate further with costings and discussed as an agenda item in September. **Resolved**

Cllr Bleddyn Williams had also spoken to the Mayor about creating a Keyworkers thank you commemorative pin badge or coins.

Cllr Andrew Smith said how easy it would be to miss someone out who had done sterling work and wondered how the Keyworkers would be assessed.

Members thought this too was not urgent but agreed to place a general Thank You letter from the Town Council on the noticeboard & town website, in the Rhuddlan Magazine, and in the Journal as an article. **Resolved.**

4. Police Matters

There have been 104 reports for Rhuddlan. Only a very small amount was crime related.

- 4 x shoplifting reports for Spar/CO OP /Aldi
- Approximately 10 x ASB reports for Rhuddlan. Mostly for youths attending river bank fields and Castle when the weather is hot. 2 youths have been issued Yellow cards and reported to the Youth offending Team. They climbed the safety fencing on the castle wall and placed themselves in grave danger.
- There is a new member to the Rhuddlan Neighbourhood Policing team. PC 3401 John Dickie who is the new CBM (Community Beat Manager). He is looking forward to meeting members in the very near future.

Cllr Gareth Rowlands was concerned about the level of ASB reports, and noted the removal of a dog waste dispenser bowl.

Cllr Ann Davies had had a report about a CCTV system being erected in a property that overlooked another property and there was a fear it was intruding into the second property. Cllr Ann Davies called 101 who when investigating found a garden light not CCTV. This proved comforting to the second property owner and successful.

Cllr Andrew Smith proposed that details of 101 calls for non-urgent police matters be placed around town, on the noticeboard, and in the Rhuddlan Magazine. **Resolved.**

The report was accepted

5. Minutes

a) Town Council 11th June 2020.

The Minutes had been circulated and there being no amendments Cllr Mike Kermode proposed they be accepted as a true record, seconded by Cllr Syd Gaskin and all voted in favour. **Resolved.** The Minutes were duly signed.

Matters Arising

- Admiral's Field MUGA Covid signs** – Cllr Arwel Roberts informed Members that the signs were erected, the playground repairs had been actioned although the playground remains closed due to Covid restrictions.
- Abbey Farm Caravan Park planning application** – Cllr Arwel Roberts asked Cllr Ann Davies if this had now been settled. Cllr Davies answered that the first application was OK but the second application was not.

- c. **Tourist Video** - Web Studio are still awaiting CADW permission to film in the Castle. Cllr Gareth Rowlands confirmed the Nature Reserve group permission was in place. The re-enactment photos are of good quality and can be used but not those from the music festival. It will probably now be in September.
- d. **Dog Waste Bag Dispensers** – The Town Clerk Informed Members that more bags had arrived and been distributed. Cllr Gareth Rowlands adding that he required a box a month given the popularity of this scheme. Cllr Arwel Roberts had been given more bags from DCC to distribute too
- e. **Bus Shelter Cleaning** – Members heard that a young teenager from Rhuddlan had cleaned the bus shelters. Members agreed to send a letter of thanks and congratulations for this community spirited action. **Resolved.**
- f. **Proposed New Cemetery** – Still waiting for a response from the family who own the land.
- g. **Seating Bench Proposal** – The Town Clerk reported that she is waiting for confirmation on the exact location for the bench.
- h. **Marsh Road Pavement** – The Town Clerk had received the following from Denbighshire's Tim Towers.
 "As stated in previous correspondence I'm afraid the construction of a pavement here is not viable and, in the view of Traffic Safety colleagues, isn't deemed to be necessary given the level of use. We did however give an undertaking that we would improve the quality of the existing surface. Unfortunately, this hasn't been possible due to the restrictions caused by Covid 19 however the quarry has now re-opened and we are now able to get tarmac again. As a result, we will now plan to do this work as soon as we are able to commit resources to it and I would therefore envisage that it will be done within the next four weeks."
- i. **DCC Destination Partnership** – Cllr Mike Elgin reported that the latest meeting was this morning but he had not been able to attend. They are currently meeting every fortnight given the importance on the Covid restriction issues. The Partnership asked that a statement supporting the tourism industry, following the Welsh Governments guidance, be forwarded to the Town Clerk for inclusion on the website. A link to the guidance should also be on the website to be clear on what the restrictions are. **Resolved.**
 Cllr Arwel Roberts asked if Cllr Elgin had any information on the opening of the Rhuddlan Castle. He hadn't.
- j. **Local Places for Nature** – The Town Clerk reported that the application for the Wild Life Garden has been awarded. There are many conditions attached to the package e.g. it must be completed by March 2021. Cllr Gareth Rowlands was concerned about the conditions and suggested that the Town Clerk contact Gareth Jones from Keep Wales Tidy to discuss how we continue with this project. **Resolved.**
- k. **KFC Litter** – Cllr Ann Davies said that a car had been identified for litter offences and had been fined £75. Adding that she had agreed to meet Wendy Davies, DCC, about a bin at Pentre Lane when restrictions allow.
- l. **Funding for Local Sustainable Transport Measures** – Cllr Arwel Roberts informed Cllr Andrew Smith that any Safe Pathways to school would only require a closure for half

an hour am & pm. Cllr Smith reiterated his concern that residents on Hylas Lane needed access at all times and DCC must carry out consultation. It is not a town council issue. Cllr Mike Kermode reminded the Members that they had agreed not to pursue. Cllr Arwel Roberts stating that yes, we did, but it will return to this chamber in the future.

- m. **Strip of Land Between Padarn & cemetery** - Cllr Arwel Roberts reported that no one was owning up to owning this land. The lady who lives in Padarn bungalow has someone who will cut back the trees but she must be careful to take regard of any tree preservation orders or environment issue like nesting birds. She is looking for an agreement with DCC to do the work. Cllr Ann Davies reminded the Council that whoever she engages must be a registered company for safety and insurance reasons. Cllr Mike Kermode wondered why the town council was involved as it is not a town council issue. Cllr Arwel Roberts confirmed this was a County Council matter and that who she uses is her decision.
- n. **Rhuddlan Public Toilets – now open**
- o. **Ysgol y Castell** – Cllr Arwel Roberts informed Members that the school was experiencing hard times and that he was writing a report on the issues. Having said that, the staff had been working very hard to ensure keyworkers' children were being offered the Hub Service and that the school did open on time as per Welsh Government advice.

6. Correspondence from:

a. The Mayor

- No invites from other Mayors, naturally because of Covid -19.
- Had information regarding the Surgery – you may be aware that the rules insist that books placed in the reception area had to be removed, Covid – 19. These rules are going to be with us for a very long time.
- 3rd of July, COED Y BRAIN– conference on site with the clerk, deputy mayor, and previous Mayor.

The report was accepted

b. Town Clerk

The report was accepted

The town Clerk is receiving information from Welsh Government & DCC on regulation with regards to Covid 19 situation which she is placing on the Town Council's website. And gave her thanks to Cllr Syd Gaskin for his continued assistance with checking the defibrillators.

c. Awel y Mor Consultation.

The Mayor informed Members that this is an extension to the Gwynt y Mor windfarm and is included for their consultation so please read and send any comments to the Town Clerk.

d. Marie Curie Emergency Appeal

The Town Clerk explained that due to the current Covid restrictions more patients are choosing to be cared for at home and to meet this demand the service is asking for a financial donation from Rhuddlan TC as their usual fund-raising events have had to be cancelled.

Cllr Mike Kermode commented that all charities are suffering and proposed a donation of £500 which Cllr Gareth Rowlands seconded.

Cllr Ann Davies noted that it was an essential service and knew many residents who benefitted from it. She proposed an amendment of £1000 be donated. Cllr Syd Gaskin seconded the amendment. **Resolved**

Cllr Andrew Smith asked that the Town Clerk includes with the donation the knowledge that many employers have a scheme of charitable donating through their payroll system and that Marie Curie might benefit from this. **Resolved**

e. Money raising for NHS Charities Together

The Town Clerk explained that Seren Haf Parry a 17-year-old North Walian was undertaking a fund-raising journey aimed at NHS Charities Together & St Kentigern Hospice in memory of her Taid and was asking Rhuddlan Town Council for any assistance for the cause.

Cllr Mike Kermode suggested that as Seren was not from Rhuddlan it should be individual donations and not from the Town Council.

Cllr Gareth Rowlands agreed adding that when replying suggest St Asaph Rotary also be asked for support.

Cllr Mike Kermode suggested the Co-op be also asked for support.

Cllr Ann Davies thought it was an amazing fundraising effort by a young girl from Trefnant and that we should give something as a Council. She proposed £100. Cllr Arwel Roberts seconded, all in favour. **Resolved.**

7. Town Plan

a. Minutes of Meeting 18th June 2020

It was proposed by Cllr Arwel Roberts that the Minutes were correct and should be approved. Cllr Andrew Smith seconded. **Resolved.**

b. To consider the next steps as indicated in the circulated report by Cllr Mike Kermode.

Cllr Mike Kermode reminded Members that he was happy to facilitate the plan but it was the Town Plan and not his individually.

Cllr Kermode then went through the report highlighting the 19 ambitious proposals but noting that several of them are already in place or progressing e.g. CCTV, Coed y Brain. Whilst some require costing before any commitment can be made. He also made reference to the capacity of the Council to deliver the proposals and consideration be given to three elements - funding, staff resources/skills, and engagement with stakeholders. Concluding with four matters that the Council will need to consider tonight.

A.R

There then followed a lengthy discussion on the issues within the report. These included a note of caution from Cllr Ann Davies due to Covid 19 affecting our finances.

Cllr Andrew Smith urged the Members to move forward as we have already committed to some and need extra staff resource to progress others.

Cllr Arwel Roberts reminded members that there may be help from DCC officers

The Assistant Town Clerk adding that it might be worth investigating a project management student/graduate who might be interested in an intern or workplace position to further their career.

Cllr Gareth Rowlands commented that we should pass on projects that are clearly the responsibility of DCC e.g. Coach Friendly Rhuddlan, and Parliament Street car park.

Cllr Arwel Roberts in response to Members questions about the Vicarage Lane car park lease asked Cllr Ann Davies to investigate who Council should contact to get latest position of BCHUB. **Resolved.**

The report was accepted and Council thank Cllr Mike Kermode for his hard work.

Council agreed to recruit a Project Manager to deliver the Town Plan on a fixed term contract and to investigate the possibility of an intern or workplace student/graduate. **Resolved.**

The Personnel Committee will hold a virtual meeting mid to late August to look at the recruitment of a Project Manager for recommendation for the full Council meeting on September 10th. **Resolved.**

8. County Council Members Report

Cllr Arwel Roberts

1. Rwyf erbyn hyn wedi dechrau fel Cadeirydd Pwyllgor Craffu Perfformiad y Sir. Dau gyfarfod roedd yn rhaid imi fod yn bresennol yn rhithiol oedd pwyllgorau Cadeiryddion ac Is Gadeiryddion y pwyllgorau sydd yn cadw golwg ar benderfyniadau y cabinet a'r cabinet a'r broses adfer.

I have accepted the post of being the Chair of Performance Scrutiny within the County. Two virtual meetings have been arranged already for Chairs and Vice-chairs of committees. These meetings were arranged to discuss the way the County has managed to respond to the pandemic and how the committees are going to scrutinize the decisions taken by cabinet and the recovery process.

2. Enforcement Officers have been present on the Aldi site and have issued three fixed penalties for dropping litter on the site. There is a good collaboration with the Aldi Managers, using their Security Cameras for instance. There is still one corner opposite Huws and Grey which seems to have a vast collection of KFC litter. Since the Nature Reserve car park has been reopened there has been KFC litter around the area. Diolch to Mrs Pamela Pegram, previous winner of the Aelwyn Morgan Award who has been clearing the area. Dog poo isn't prevalent on the Nature Reserve, the

poo bags are placed in the dispensers by myself regularly. Diolch also to Cllr G Rowlands for his assistance to turn six inches nails into rods for these dispensers.

3. Local voluntary action and community support has been and remains crucial in protecting our most vulnerable residents during the Coronavirus pandemic.

The team of six Community Co-ordinators were and have been deployed across the county. They have been in contact with groups and Local businesses throughout the county, and by working closely with the Community Navigator Team, DVSC, local members and Town, City and Community Councils, practical support and guidance have been provided where needed.

Any enquiries and request for support relating to the voluntary and community response to Covid- 19 should now be directed to Fran Rhodes in the Elwy Mag area – fran.rhodes@denbighshire.gov.uk

4. Car parking in Denbighshire – an update

The majority of the Council is updating its position on car parks across the county.

The majority of the Council's public car parks in the main town centres have remained open during the lockdown period and continue to be free of charge for the remainder of July. The free parking is there to encourage people to use their town centres for shopping and for doing business.

The Council has decided that it will be re-opening a number of car parks from Monday the 6th of July. These are along the coastline. Charges will apply at these above car parks and additional signs will be put in place, notifying visitors of the parking charges. Rhyl's Central Car Park and Quay Street car park will remain closed until further notice.

5. Town Centres Update.

I have contacted the County for feedback regarding what is happening in Rhuddlan. I have been informed that officers have been in Rhuddlan during the last week of June and visited some businesses whilst they were there and monitored the town Centre to see how things were working in relation to queues outside shops etc.

The County have secured WG funding to implement social distancing and active travel schemes in some of our towns. Mike Jones has led on this work. I'm still waiting for more information from him.

6. Covid – 19 and Care Homes in Denbighshire.

What is apparent from looking at data within Denbighshire is that a very significant proportion of cases have arisen in BCU key workers, or within care homes.

Presently that there is currently no significant issue with transmission within the wider Denbighshire community although there is a need to monitor the situation closely.

The numbers of deaths and cases in care homes has now stabilised, although a total of 26 people have sadly lost their lives in private sector Denbighshire care homes since the start of the pandemic.

7. Public Conveniences.

All but one of the conveniences have opened again since Monday the 29th of June. I'm still waiting for the procedures from the officers regarding cleanliness and care regarding Covid- 19.

The report was accepted

Cllr Arwel Roberts added that Cllr Reg Davies had informed him of a street light that was constantly on. Cllr Davies said it had been fixed today July 9th. Cllr Roberts also added that his DCC iPad can now be used for Zoom meetings if required. Adding that the Council leader was coming to each political group in DCC to be questioned.

County Councillor Member's Report - Cllr Ann Davies

Cllr Ann Davies verbally said that the trees hanging over the pavement at the front of the cemetery were causing a problem, the work to cut the trees was out to tender.

9. Website & Personnel Committee Terms of Reference

A draft Terms of Reference was submitted for consideration.

Cllr Mike Kermode noted that the quorum of the panel should be 3 and not 2.

Given this amendment the Terms of Reference were confirmed. **Resolved.**

10. Budget/Finance Matters

a. The Town Clerk presented the due payment list for Members approval.

The payments were approved

Cllr Ann Davies noted the solicitor fee for Coed y Brian planning application but queried where the application was.

The Town Clerk answered that DCC wanted existing & proposed drawings and following a topography report the application had gone back, but more DCC queries had been received.

An up to date reconciliation was provided.

Cllr Andrew Smith enquired if the Town Clerk was having any problems with signing cheques due to Covid restrictions. The Town Clerk answered no.

b. Internal Audit

The Members were circulated the Internal Audit Report for information.

The Town Clerk was complemented on her diligence and successful audit.

11. Planning Applications for comment:

None Received

A.R.

12. Coed y Brain

Cllr Arwel Roberts informed Members that a consultant architect Mr Les Jinks had met with himself, Cllr Mike Elgin, Cllr Gareth Rowlands and Town Clerk on the site to prepare the planning application drawings.

Cllr Mike Kermode asked if the drawings contained the internal layout, adding that all Members needed to be involved and not just a small sub group of councillors.

The Town Clerk responded that Mr Jinks wished to do the site meeting with a sub group and not the full council members. Once completed they will be placed before all Members for agreement.

Cllr Kermode adding that he was happy as long as Members get that opportunity to fine tune the drawings.

Cllr Ann Davies agreed enquiring who the owner of Coed y Brain was. It is Mr Weston.

Cllr Gareth Rowlands voiced concerns that Mr Weston was not happy with the progress and the Council needed to take action quickly.

Cllr Ann Davies wanted all Members to be informed when the sub group meets.

The charge for Mr Jinks work was around £750 and Members agreed to this amount.

Resolved.

13. Community Matters

Cllr Arwel Roberts asked in turn each Member for any matters that need to raise.

- a. Cllr Gareth Rowlands had noticed youths hiding within the hedge line at the cemetery side of Admiral's Field and that the police had been informed. He proposed that the Council agree to cut back the hedgerow to the boundary in this area. Cllr Mike Kermode seconded the proposal which was supported by Cllr Ann Davies who had reported this previously. **Resolved.**

Town Clerk had already sought a quote from Glascoed for this work which was £850. **Resolved**

- b. Cllr Reg Davies reported that there was no soap in the public toilets today.

14 Aelwyn Morgan Award

Cllr Arwel Roberts informed Members that 7 nominations had been received and it showed a great community spirit in Rhuddlan. Cllr Mike Kermode suggested that Members did not want details of each nomination but only the decision on who the winner was. Cllr Andrew Smith agreed and seconded the proposal. **Resolved.**

The Aelwyn Morgan Award 2020 is to be presented to Helen Furneaux for all her hard work over the years in making the Town look lovely with flowers and welcoming.

The Mayor asked how best to present the award given the Covid restrictions.

Cllr Andrew Smith proposed that the Mayor and Deputy Mayor should present the award for now and invite Helen Furneaux to Full Council at a later date when restrictions are lifted. **Resolved.**

15 Town Council Vacancy

There had been no request for a bye election so the Town Council can follow the co-option method. Cllr Ann Davies enquired if there was any interest in being co-opted onto the Council. The Town Clerk reported there were two interested parties. A closing date for such interest was not known but notices of this were to be placed on the noticeboard, town website, in the Library and Journal.

Cllr Mike Kermode suggested an interview date of interested parties for September 3rd via Zoom which should be made clear in the notice. If there should be numerous applicants then we should short list to three. **Resolved.**

13. Date of Next Meeting – Thursday 10th September at 7pm

Signed.....*Arwel Roberts*..... Cllr Arwel Roberts (Mayor)

Date.....*September 2020.*.....